

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
RIDGECREST ORDERING THE VACATION OF PART OF
PUBLIC UTILITY EASEMENT IN TRACT 3416 B

WHEREAS, the City Council of the City of Ridgecrest has previously adopted a resolution declaring its intention to vacate that portion of the public utility easement described hereinafter; and

WHEREAS, notice of said proposed action was published and posted in the manner required by law, and a hearing was held for the purpose of hearing evidence by all interested persons; and

WHEREAS, no objections to said proposed vacation were made or entered;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF RIDGECREST HEREWITH RESOLVES, ORDERS & DETERMINES:

1. That from all the evidence submitted, the following portion of the public utility easement described hereinafter is unnecessary for present or prospective public use, and it is hereby ordered vacated:

That portion of the public utility easement in Lot 51 of Tract 3416 Unit B, recorded in Book 22 of Maps, Page 128, Kern County Records, and more particularly described as follows:

That portion of the 6' public utility easement whose West line lies 20' East of the West line of Lot 51, Tract 3416, Unit B, excepting therefrom the Northerly 3' and Southerly 6' of said public utilities easement.

2. That a certified copy of this resolution shall immediately hereafter be recorded by the city clerk in the Kern County Recorder's Office.


APPROVED AND ADOPTED this 5th day of February, 1975, by the following vote:

AYES: Mayor Shacklett, Councilwoman Green, Councilmen Edwards, and Wilson.

NOES: None.

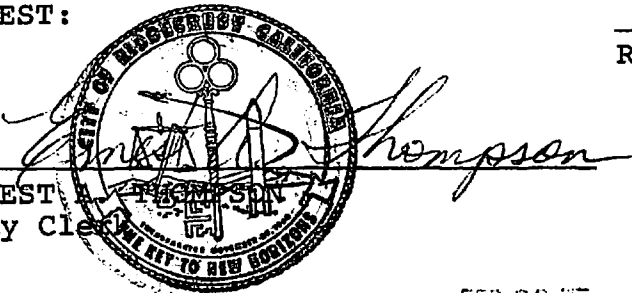
ABSENT: Councilman Mettenburg.

ATTEST:



REX E. SHACKLETT, Mayor

ERNEST
City Clerk



FEB-20-75 11270 9:00AM A TO FOR 2 0.00

Recorded By: RAY A. VICK, AMMUN, Kern Co. Recorder

CITY OF RIDGECREST

Class Specification

Assistant City Administrator

DEFINITION

Under General administrative direction of the City Administrator, to assist the City Administrator and relieve that official from much of the administrative and supervisory detail in administering the government of the City of Ridgecrest, and to act as City Administrator when the City Administrator is absent; to coordinate and direct the activities of the building, planning, engineering, street, sewer and shop departments of the City.

EXAMPLES OF DUTIES (Illustrative Only)

Assumes the duties of the City Administrator when directed; confers with and advises the departments on administrative problems pertinent to the programming, staffing and organization of their respective departments; in consultation with the departments, develops policies and procedures to improve systems operations and initiates recommendations to Council for such action; assists the departments in the preparation and submission of budgetary requests; assists in the drafting of ordinances and regulations; establishes liaison with local, County, State and Federal governmental agencies; assists in the representation of the City in resolution of complaints or controversy with individual citizens, civic and other groups in the interpretation of City policy; arbitrates and assists in the establishment of an effective public relations program and assists the City Administrator in the overall management of City government.

MINIMUM QUALIFICATIONS

Knowledge of:

- Public administration principles and practices;
- Municipal government organization and operations;
- Personnel system principles and practices;
- State and local government operations; and

Ability to:

- Speak in public clearly and effectively;
- Write clearly and concisely;
- Meet and deal tactfully and effectively with the public;

Coordinate, plan and direct the work of others;

Demonstrate initiative, creativity, and resourcefulness in coordinating and administering programs, policies, and cross-departmental activities.

Education:

Graduation from a four year college or university with major work in public administration, political science, business administration, engineering, planning or related field.

Experience:

Four years of progressively responsible experience in public administration, including at least one year as an assistant city manager, or administrative assistant in a city manager's office or two years as departmental head responsible for administrative and policy decisions. (A master's degree in public administration may be substituted for one year of the experience requirement.)